

# Student guide to online learning

## How to access online learning:

- Log onto your Google Classroom daily
- If you do not know your username or password contact the school reception for help [02476 589000](tel:02476589000)
- Click on classwork to access the assignments your teachers have set
- Click on stream to view any communication with your teacher
- Once you have completed the work set mark the assignment as complete and upload the relevant work so your teacher can see it
- If you cannot access online learning contact your HOY to arrange collection of paper copies

## Expectations:

- That you log onto your Google Classroom everyday
- That you complete the work set
- That you return the work to your teacher (if you are doing it on paper you can take a picture and upload it or e-mail it to your teacher)
- Ask your teacher if you need any help
- Try your best and make sure you complete a lessons worth of work
- That you do not socially “chat” with your friends on the Google Classroom stream unless your teacher had allowed this

## Grace Academy approach to online learning:

- Teachers will be setting you work each lesson
- Some subjects may be setting projects that last a few weeks
- Some subjects are setting individual lesson work
- Some subject teachers are doing live lessons
- Where possible we are setting work that can be accessed on a mobile phone for students who have limited computer access
- Teachers will be providing you with some feedback about the work submitted

## Top tips:

- Give yourself breaks throughout the day to help your concentration
- Try and get out and do at least one lot of exercise each day
- Try and stick to your normal routine e.g. normal lesson times, breaks and lunch times
- Sleep and eat well
- If you are struggling emotionally, at home or with work contact your Head of Year or the Ethos time via e-mail or the school reception [02476 589000](tel:02476589000)

